

NORTHWEST PAVEMENT MANAGEMENT ASSOCIATION
SELECTION PROCESS FOR KEITH KAY MEMORIAL
PAVEMENT MANAGER OF THE YEAR AWARD

I. Background

In honor of the memory of Keith Kay and his contributions to the NWPMA, an annual Pavement Manager of the Year award was established in 1993 to recognize the efforts of an individual for their contribution and success in pavement management.

II. Selection Process

The current recipient of the award shall act as the Selection Committee chairperson. The remaining members of the committee shall consist of the past four (4) eligible award recipients. A member shall be considered eligible if he/she is currently involved in pavement management at their agency. If a member is deemed ineligible by the chairperson, then the next eligible recipient shall be chosen. In the event that no past recipient is found to be eligible, the Selection Committee shall be the Executive Board members.

Not sooner than 90 days nor later than 30 days before the annual fall conference, the Selection Committee chairperson shall request nominations for the award from the general membership. Nominations shall include the person's name, agency, and a brief description of why the person deserves the award. All nominations shall be sent to the committee members to be rated.

Nominees shall be rated separately by each committee member, with points assigned to the following categories:

<u>Category</u>	<u>Point Total</u>
Involvement in Agency's PMS	10
Technical Involvement	10
Involvement in NWMPA	5
Promotes the Use of Pavement Management	5
Maximum Points Possible	30

Rating sheets from all committee members shall be tallied, with the nominee receiving the highest combined point total to be the award winner.

III. Award Process

The Selection Committee chairperson shall have an individual award plaque made to be similar with previous plaques. In addition, the award winner's name shall be inscribed on the permanent Keith Kay Memorial plaque. Costs of the plaque shall be paid by the NWPMA.

The individual award plaque and the permanent award plaque shall be formally presented to the winner at the banquet meeting of the annual NWPMA fall conference.